

AGENDA BILL

Beaverton City Council
Beaverton, Oregon

SUBJECT: Contract Award - Griffith Park Building
Tenant Improvements

FOR AGENDA OF: 12-08-15 **BILL NO:** 15271

MAYOR'S APPROVAL: *[Signature]*

DEPARTMENT OF ORIGIN: Mayor's

DATE SUBMITTED: 11-23-15

CLEARANCES: City Attorney *[Signature]*
CAO *[Signature]*
Purchasing *[Signature]*
Finance *[Signature]*
Facilities *[Signature]*

PROCEEDING: CONSENT AGENDA
(CONTRACT REVIEW BOARD)

EXHIBITS: 1. Bid Summary
2. Agenda Bill No. 15179

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$186,000*	BUDGETED \$274,762*	REQUIRED \$-0-

*Account Number 001-13-0003-350 - General Fund - Non-Departmental Program - Griffith Park Building Expense. As provided in Agenda Bill 15179 (Exhibit 2), the \$226,974 appropriation was approved for improvements to the Griffith Park Building. Of the \$274,762 amount budgeted, \$220,562 was identified for the construction improvements associated with this contract award and the remaining \$54,200 is available for furniture, equipment, unforeseen expenses and moving Police Training from Western Avenue.

RECOMMENDED ACTION:

City Council awards a contract for the tenant improvements in the Griffith Park Building to Paradigm Construction, LLC of Portland, Oregon, in the amount of \$186,000, in a form approved by the City Attorney, as the lowest responsive bid received from a responsible bidder.

HISTORICAL PERSPECTIVE:

On September 8, 2015, Council approved Agenda Bill No. 15179, including Resolution No. 4333, allowing the transfer of appropriation of \$226,974 for tenant improvements for the Griffith Park Building. Note that the original appropriation of \$226,974 included furnishings which are not included in the construction bids but will be expensed separately in this project.

INFORMATION FOR CONSIDERATION:

The purpose of this project is to complete the tenant improvements associated with moving the Beaverton Police Training Center from a leased building at 5465 SW Western Avenue, in with the rest of the Beaverton Police Department at Griffith Drive that will benefit four departments (Police, Mayor, City Attorney, and Finance/Municipal Court).

The invitation for bid was advertised in the Daily Journal of Commerce on November 2, 2015. A non-mandatory meeting was held at the Griffith Building on November 10, 2015. Seven (7) new bids were received and opened on November 19, 2015, at 2:00 p.m. in the Willamette River Conference Room at the Beaverton Building/City Hall. Paradigm Construction, LLC of Portland, Oregon, submitted the lowest responsive bid in the amount of \$186,000.

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Staff reviewed the qualifications of Paradigm Construction, LLC and investigated their performance with previous customers from recent projects and staff determined that they are qualified to complete this tenant improvement project.

With City Council approval of the bid award, a Notice to Proceed would be issued to the Contractor on or about December 28, 2015. The estimated substantial completion date of the project is March 21, 2016.

City of Beaverton

BID SUMMARY

Project Name: Griffith Park Building Tenant Improvements #3045-16B

OPENED ON: November 19, 2015 at 2:00 PM

WITNESSED BY: Patricia VanOsdel

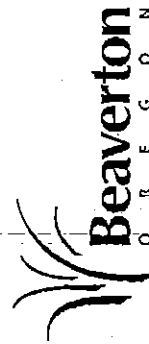
VENDOR NAME CITY, STATE	Bid Proposal	Acknowledged Addenda	Bid Bonds	Bidder Construction Schedule	Current Project Info	Bidders Responsibility Form	TOTAL BID
Paradigm Construction LLC, Portland, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$186,000
Ross Builders NW Beaverton, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$197,402
SBS Construction Portland, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$200,000
Fulcrum Construction Beaverton, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$209,586
Cedar Mill Construction Tualatin, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$243,800
TS Gray Construction Sherwood, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$273,331
P & C Construction Portland, OR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$392,263

The Purchasing process has been confirmed.

Signed: Patricia VanOsdel
Finance Department, Purchasing Division

The above amounts have been checked: YES NO

Date: 11/19/15



AGENDA BILL

Beaverton City Council
Beaverton, Oregon

SUBJECT: Authorize Tenant Improvements at Griffith
Park Building and Transfer of Appropriation
Resolution

FOR AGENDA OF: 09-08-15 **BILL NO:** 15179

MAYOR'S APPROVAL: *Dan Dahl*

DEPARTMENT OF ORIGIN: Mayor's

DATE SUBMITTED: 08-20-15

CLEARANCES: City Attorney *W. B. K.*
CAO *the*
Purchasing *J. K. K.*
Finance *P. C. K.*
Facilities *J. V. K.*

PROCEEDING: CONSENT AGENDA
(CONTRACT REVIEW BOARD)

EXHIBITS: Transfer of Appropriation
Resolution

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$274,762*	BUDGETED \$47,788*	REQUIRED \$226,974*

*Account Number 001-13-0003-350 – General Fund – Non-Departmental Program – Griffith Park Building Expense has \$12,000 budgeted for Municipal Court improvements, and the \$35,788 is the remaining funding for general improvements to the Griffith Park Building in the Fiscal Year 2015-16 Adopted Budget. The \$226,974 Appropriation Required is available from the General Fund's Contingency Account and the necessary appropriation would be established in the attached Transfer of Appropriation Resolution.

RECOMMENDED ACTION:

City Council authorizes the expenditure of \$274,762 for the tenant improvements at the Griffith Park Building and approves the attached Transfer of Appropriation Resolution that would provide the necessary appropriation for the improvements.

HISTORICAL PERSPECTIVE:

General City government moved from the Griffith Park Building in August of 2014. At that time, the bond measure to raise funds to renovate the building for a Public Safety Center was on the November ballot. Included in that measure was moving the Police Training Center from the leased property on Western Avenue into the Griffith address. As this measure did not pass, the Beaverton Police Department would like to move forward with moving the Training Center to improve staff accessibility and communication between divisions, as well as decrease expenditure of \$4,208 per month on rent (\$50,496 per year).

Since 2013, the Dispute Resolution Center has contracted with Mediation Case Manager to conduct foreclosure avoidance meetings for the Department of Justice's Oregon Foreclosure Avoidance Program. The program has resided in Suite 240 of The Beaverton Building but will move to the third floor of the Griffith Park Building to accommodate the many meetings that are held each week. The program provides the City \$5,000 to \$6,000 in monthly revenue.

INFORMATION FOR CONSIDERATION:

Four departments will make better use of the space in the Griffith Park Building with some modest tenant improvements.

1. ~~Police Training Division will move into the second floor south from its current rented location~~ on Western Avenue. Costs will be offset by the cancellation of the lease, now \$4,208 on a month-to-month basis until tenant improvements are completed.
2. Police officers do not have enough lockers to store their gear and clothing. Expansion of the men's and women's locker rooms into the current Briefing Room results in moving Briefing to the second floor north.
3. City Attorney's prosecution division moved from the third to the second floor to initially close off the upper floor to save utility and cleaning costs. That space on the second floor will be split to share with police briefing.
4. The former City Attorney's area on the third floor will be utilized by the Foreclosure Avoidance Program. Very minor construction is needed to accommodate the size of the meeting rooms that are required.
5. The Mayor's Office Emergency Management Program has moved staff and some functions from the Community Center, thus creating more community meeting space there. This Program is included due to some minimal construction of two walls and moving some doors to cordon off a large area on the third floor former Engineering area.
6. Municipal Court is utilizing two full courtrooms, and have moved one of the judges into the old TVCTV room. Minor modification should be included to accommodate court needs in the old Council Chambers.
7. Other miscellaneous work included in this request includes removing the rolling files in the first floor archive storage room to make room for the permanent records now located in large flat files on the second floor south.

These improvements include wall construction, ductwork moves, door additions, fire sprinkler head changes, data cabling, electrical, furnishings as needed, and moving from Western Avenue. Since the expenditure for the tenant improvements exceeds \$100,000, if Council approves the funding staff will proceed with a formal bid process for the tenant improvement construction. After the bid process closes, staff will bring forward a contract award for the Contract Review Board's consideration.

RESOLUTION NO. 4333

**A RESOLUTION APPROVING TRANSFER OF
APPROPRIATION WITHIN THE GENERAL FUND OF
THE CITY DURING THE FY 2015-16 BUDGET YEAR
AND APPROVING THE APPROPRIATIONS FOR
THE FUND**

WHEREAS, the City Council reviews and approves the annual budget; and,

WHEREAS, during the year the Council must authorize the transfers of appropriations from one category of a fund to another fund or from categories within a fund; and,

WHEREAS, an additional appropriation of \$226,974 is needed in the Non-Departmental Program's Materials and Services Category of the General Fund for tenant improvements at the Griffith Park Building, and the expenditure appropriation is available in the Contingency Category of the fund; now therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAVERTON, OREGON:

Section 1. The Finance Director is hereby authorized and instructed to transfer the following appropriations:

- \$226,974 out of the Contingency Category of the General Fund into the Materials and Services Category as indicated below:

Materials and Services	001-13-0003-350	\$226,974
Contingency	001-13-0003-991	<\$226,974>

Adopted by the Council this ____ day of _____, 2015.

Approved by the Mayor this ____ day of _____, 2015.

Ayes: ____

Nays: ____

ATTEST:

APPROVED:

Catherine Jansen, City Recorder

Denny Doyle, Mayor